



Boxelder Sanitation District

REGULAR MEETING of the BOARD OF DIRECTORS

MINUTES

Thursday, 9:00 a.m.

November 16, 2023

Called to order at 9:05 a.m.

The meeting of the Boxelder Sanitation District Board of Directors was held at the Boxelder Sanitation District administration office located at 3201 E. Mulberry, Unit Q, Fort Collins, CO 80524. Mr. Dennis Gatlin acting as the Chair, with Mr. Brian Zick, acting as the Secretary, called the meeting to order.

Prior notice of the meeting was given in accord with §32-1-903 CRS.

1. Roll Call:

Directors Present: Mr. Dennis Gatlin, Chair
Mr. Andy Chismar, Vice Chair
Mr. Nick Armstrong
Mr. Mike Lowry
Mr. John Giuliano

Staff Present: Mr. Brian Zick, District Manager and Secretary to the Board
Ms. Bobbi Munn, Admin. Coordinator
Ms. Colleen Cova, Finance Manager
Ms. Joy Davis, HR Manager
Mr. Noah Allison, Operations Manager, in at 10:06 a.m.

District Counsel: Mr. Rick Zier

2. The pledge of allegiance was said. Roll was called and it was determined that a quorum was present.
3. Mr. Armstrong moved to adopt the agenda as presented. Motion seconded. Motion passed on roll call [5-0].
4. Public Comment: None.
5. Mr. Armstrong moved to adopt the consent agenda and acknowledge staff Financial Reports, Development Report, Contract Status and 2024 Board Meeting Schedule. Motion seconded. Motion carried on roll call [5-0].

Entered into the Budget Hearing.

6. Ms. Cova and Mr. Zick presented the District's 2024 Budget Consideration. Discussion was held and Ms. Cove and Mr. Zick answered questions from the Directors.

No public comments or objections were received.

7. Mr. Chismar moved to adopt *Budget for Calendar Year 2024 Resolution 2023-11-16-01*. Motion seconded. Motion carried on roll call [5-0].
8. Mr. Armstrong moved to adopt *Appropriate Sums of Money for Budget Year 2024 Resolution 2023-11-16-02*. Motion seconded. Motion carried on roll call [5-0].
9. Mr. Zick presented a review of the District's Costs and Charges and recommended that no changes be made for 2024.
10. Mr. Zick presented the monthly management report for October, which included updates on Financial Planning, Human Resources, Capital Projects, Wastewater Treatment Plant, and Wastewater Planning.
11. Mr. Chismar moved to adjourn the meeting following lunch. Motion seconded. Motion passed on roll call [5-0].

Meeting adjourned at 12:39 p.m.

These minutes were approved on the 21st day of December, 2023, by an action of the Board of Directors.

/s/ Dennis Gatlin
Chair of the Board

/s/ Brian Zick
Secretary to the Board